



Secretary of State  
Business Programs Division

1500 11<sup>th</sup> Street, 3<sup>rd</sup> Floor  
Sacramento, CA 95814

Business Entities  
(916) 657-5448

## AMENDED STATEMENT BY FOREIGN CORPORATIONS

To change the name of a qualified foreign corporation, the corporation must complete and file with the California Secretary of State the attached Amended Statement by Foreign Corporation form in compliance with California Corporations Code [section 2107](#).

There must be attached to the Amended Statement form a certificate of an authorized public official of the state or place of incorporation certifying the change of name was made in accordance with the laws of that state or place, unless the corporation is merely deleting or changing a "doing business as" name without changing the legal corporate name. Both the old and new corporate names must be set forth on the face of the certificate. A certified copy of the name change amendment does **not** meet California statutory requirements.

**NOTE:** When changing the name of a corporation subject to the Insurance Code as an insurer, the Amended Statement by Foreign Corporation must include a statement that **the corporation is subject to the Insurance Code as an insurer** if that statement does not appear on documents previously filed with the Secretary of State. In addition, a Certificate of Name Approval issued by the [California Department of Insurance](#) must be attached to the amended statement form at the time of filing.

There is no statutory authority in California to amend the state of domicile. This change can only be accomplished in California by filing an Agreement of Merger, or by surrendering the existing corporation qualified under its original place of domicile and qualifying the corporation under its new place of domicile. The surrender and qualification may be filed simultaneously to allow continued use of the corporate name in California.

To change a corporate address or the name and/or address of the agent for service of process, the corporation must file a Statement of Information - Foreign Corporation as required by Corporations Code [section 2117](#). The form can be downloaded from the Secretary of State's Web site at <http://www.ss.ca.gov/business> or can be obtained by calling the Statement of Information Unit at (916) 657-5448.

The fee for filing an Amended Statement by Foreign Corporation is \$30.00. Check(s) should be made payable to the Secretary of State.

The original and at least two copies should be included with your submittal. The Secretary of State will certify two copies of the filed document without charge, **provided that the copies are submitted to the Secretary of State with the document to be filed**. Any additional copies submitted will be certified upon request and payment of the \$8.00 per copy certification fee.

Amended statements are not filed in the regional offices. Documents must be mailed or hand delivered for over-the-counter processing to the Sacramento office at:

Business Programs Division  
1500 11th Street  
Sacramento, CA 95814  
Attention: Document Filing Support Unit

(916) 657-5448

(Please see reverse)

A \$15.00 **special handling fee** is applicable for processing documents delivered in person at the public counter in the Sacramento office. The \$15.00 special handling fee must be remitted by separate check for each submittal and will be retained whether the documents are filed or rejected. The special handling fee does not apply to documents submitted by mail.

Preclearance or expedited filing of *eligible corporate documents* can be requested in a specified time frame, for an additional fee (in lieu of the \$15.00 special handling fee), as described in the [Preclearance/Expedited Filing Service Information](#). The preclearance/expedited filing service is not available in the regional offices.

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PLEASE REFER TO THE CORPORATE NUMBER WHEN SUBMITTING  
DOCUMENTS FOR FILING TO ENSURE PROPER APPLICATION

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## **EXPANSION OF PRECLEARANCE AND EXPEDITED FILING SERVICES (Effective Monday, October 2, 2006)**

We are pleased to announce that our preclearance and expedited filing services have been expanded to include all business entity documents filed with the Secretary of State pursuant to the California Corporations Code, the California Financial Code or the California Insurance Code. These services, previously offered only for specified corporate documents, are now available for all corporate, limited liability company and limited partnership documents, including interspecies mergers and conversions, and for all other documents filed by other entity types. In addition, the number of copies required to be submitted for the preclearance service has been reduced from two to one.

Preclearance service provides a customer with the opportunity to submit a business entity document in person to the Secretary of State's Sacramento office prior to filing to determine if the document conforms to law and to receive a preclearance response within a guaranteed time frame.

Expedited filing service provides a customer with the opportunity to submit for filing a business entity document in person to the Secretary of State's Sacramento office and to receive a filing response within a guaranteed time frame.

Please refer to the Secretary of State's website at <http://www.ss.ca.gov/business/precexp.htm> for detailed information regarding the preclearance and expedited filing services.

Authority cited: Title 2, California Code of Regulations, sections 21904 and 21905; and Government Code section 12182.

**AMENDED STATEMENT BY  
FOREIGN CORPORATION**

\_\_\_\_\_  
(Name of Corporation)

\_\_\_\_\_, a corporation organized

and existing under the laws of \_\_\_\_\_, and which is presently  
(State or Place of Incorporation)

qualified for the transaction of intrastate business in the State of California, makes the following statement:

That the name of the corporation has been changed to that hereinabove set forth and that the name relinquished at the time of such change was \_\_\_\_\_

\_\_\_\_\_  
(Name of Corporation)

\_\_\_\_\_  
(Signature of Corporate Officer)

\_\_\_\_\_  
(Typed Name and Title of Officer Signing)